

Chapter 2.35

PUBLIC WORKS AND UTILITIES DEPARTMENT

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2.35.010 Director; Appointment; Duties Generally.

The Mayor shall appoint, with approval of the City Council, a Director of Public Works and Utilities, who shall be a member of the unclassified service of the City. The Director of Public Works and Utilities shall, in addition to the duties imposed by the charter, perform such other duties as may be imposed by ordinance. (Ord. 16951 §9; March 11, 1996: prior Ord. 15392 §5; January 8, 1990: P.C. §2.20.010: Ord. 10033 §11; February, 1, 1971: Ord. 3489 §27-901; July 6, 1936).

2.35.020 Office; Custody of Engineering Instruments and Papers.

The Director of Public Works and Utilities shall keep an office in the rooms provided by the City Council, which shall be kept open during the usual business hours. The Director of Public Works and Utilities shall have charge of all of the engineering and surveying instruments belonging to the City, and of all public maps, charts, drafts, plans, profiles, surveys, books, and papers pertaining to the office, and shall cause the same to be properly recorded in suitable books to be provided at the expense of the City, which, together with the field notes of all surveys, shall be carefully preserved in the Director's office as the property of the City. (Ord. 16951 §10; March 11, 1996: prior Ord. 15392 §6; January 8, 1990: P.C. §2.20.020: Ord. 10033 §12; February, 1, 1971: Ord. 3489 §27-902; July 6, 1936).

2.35.030 Surveys and Estimates.

The Director of Public Works and Utilities shall make surveys of all streets, sidewalks, alleys, lanes, marketspaces, public grounds, sewers and drains of the City, calculate and ascertain the grade-lines and levels thereof, and execute and record such plans, charts, profiles, drafts, estimates, and calculations, as shall be necessary for a complete record and history thereof, and of the changes and improvements made therein from time to time. The Director of Public Works and Utilities shall make such surveys, plans, drafts, and estimates of public works and improvements as may be required of him by the City Council, or City Attorney, for prosecuting or defending any action in which the City is interested. (Ord. 16951 §11; March

11, 1996: prior Ord. 15392 §7; January 8, 1990: P.C. §2.20.030: Ord. 10033 §13; February, 1, 1971: Ord. 3489 §27-903; July 6, 1936).

2.35.035 Utility Operations.

The Director of Public Works and Utilities shall have general control and supervision over the construction, operation, maintenance, repair, extension, and replacement of all public utilities owned or operated by the City of Lincoln, including the Lincoln Water System, the Lincoln Wastewater System, sanitary landfill operations, and storm sewer systems, but excluding the Lincoln Electric System. The Director of Public Works and Utilities shall be responsible for all future planning and development (in conformance with the Comprehensive Plan), fiscal planning, project development, and design and construction engineering relating to such utilities. (Ord. 16951 §12; March 11, 1996).

2.35.037 Traffic Signals and Controls.

The Director of Public Works and Utilities shall have general charge and control of, and shall be responsible for, the following:

- (a) The placement, installation, maintenance, and operation of traffic control signs, signals, devices, and markings; safety zones, islands, and platforms; crosswalks, passenger and freight curb loading zones, and loading platforms;
- (b) The installation and maintenance of on-street parking meters;
- (c) Examination and approval of the location and plans for public and commercial off-street vehicle parking areas;
- (d) The approval of applications for the construction of driveways entering any street of the City;
- (e) Such other duties as may be functionally related to the above. (Ord. 16951 §13; March 11, 1996).

2.35.040 Report Encroachments on Streets.

The Director of Public Works and Utilities shall report to the Mayor all intrusions over the line of any street, alley, or public ground by buildings, fences, or otherwise which shall come to his or her knowledge. (Ord. 16951 §14; March 11, 1996: prior Ord. 15392 §8; January 8, 1990: P.C. §2.20.040: Ord. 10033 §14; February, 1, 1971: Ord. 3489 §27-904; July 6, 1936).

2.35.050 Supervise Work on Public Property; Enforcement.

The Director of Public Works and Utilities shall supervise any and all improvements and excavations of the streets or other public ground of the City, unless the City Council shall otherwise direct; shall see that streets are not unduly obstructed by persons performing work therein; shall instruct that proper barricades and guards and signals at all such places are to be put up and maintained by contractors, owners, or persons doing such work; shall see that all earth, paving material, or other material removed from the streets and alleys by any person are promptly replaced; shall see that earth so removed is solidly tamped where replaced; and shall see that the streets and alleys are left in as good a condition as they were before the removal of any earth, paving material or other material therefrom. The Director of Public Works and Utilities shall see that when paving material is removed, the same is kept properly separated from the soil and that all deficiencies in such paving material are made good when the paving is replaced; shall cause

pavements to be replaced; and shall instruct that all the surplus material shall be taken off the streets by the person making the excavation.

The Director of Public Works and Utilities may, in writing, suspend or revoke any permit issued by the City for work done under the Director's supervision pursuant to this section whenever the permit was issued in error or on the basis of false or incorrect information supplied, or in any case where the work is in violation of any ordinance, regulation, or codes of the City. (Ord. 16951 §15; March 11, 1996: prior Ord. 15392 §9; January 8, 1990: P.C. §2.20.050: Ord. 10033 §15; February, 1, 1971: Ord. 3489 §27-905; July 6, 1936).

2.35.060 Preserve Official Documents; Reports to Council.

The Director of Public Works and Utilities shall preserve all maps, plats, profiles, and surveys of the City, and all plans and specifications of any work or improvement constructed by the City, together with the books, papers, and letters relating thereto. The Director of Public Works and Utilities shall furnish the council, from time to time, with such reports as they may desire. (Ord. 16951 §16; March 11, 1996: prior Ord. 15392 §10; January 8, 1990: P.C. §2.20.060: Ord. 10150 §1; May 3, 1971: Ord. 3489 §27-906; July 6, 1936).